



FENCE/WALL PERMIT CHECKLIST

Planning, Zoning and Building Department

12300 West Forest Hill Boulevard

Wellington, Florida 33414

Phone: 561-791-4000 Fax: 561-791-4045

The following information & documents are required at the time of submittal:

- _____ 1 permit application form.
- _____ Completed and signed Fence/Wall Permit Checklist.
- _____ 2 copies of a survey showing all property lines, buildings on the property, all streets and bodies of water abutting the property, location and height of gates and the type, height, style, location (identified by XXXXX on the survey) and materials of the proposed fence. **(4 copies of a survey when fence is proposed in an easement.)**
- _____ Completed and signed 2-part "Miscellaneous Improvements" form or 2 copies.
- _____ Approved Easement Consent Forms from the 4 utility companies **and** a signed and notarized Hold Harmless Form if the fence is to be located in an easement.
- _____ Completed and signed "Landscape & Fence Affidavit". Landscape plans are required, when major thoroughfare fence, wooden or pvc privacy fences, decorative, board-on-board, vertical shadow box if fence fronts a street or chain link fence installed facing a street or between property lines.
- _____ If wall or gate/light columns, two (2) copies of signed and sealed plans for construction details (footers, reinforcement, elevation & height).
- _____ Owner/Builder Affidavit, if applicable.
- _____ Warranty Deed, if Owner/Builder.

GENERAL INFORMATION

Residential fences within the side and rear setback may not exceed 6 feet in height. In most areas of the Village, the front setback is twenty-five (25) feet from the front property line. Please confirm with the Planning and Zoning Division to determine if the front setback is different. Please remember that the front property line is usually NOT the edge of the road pavement.

SPECIFIC REQUIREMENTS

1. Fences shall not be located in the safe sight triangle nor closer than three (3') feet to any street right-of-way.
2. Fences may not be located closer than five (5') feet to the front corners of the principal structure.
3. No fences shall be erected or maintained which has an electric charge except in Land Use Category A & B.
4. The finished side of all fences shall face the street or adjoining property.
5. Major thoroughfare fences, wooden or pvc fences, decorative, board on board, vertical shadow box and chain link fences shall be screened on the street side with hedge plants three (3) gallon in size, two (2) feet on center and thirty-six (36) inches high at time of planting.

Signature of Applicant

Date